

**OMAHA SCHOOL EMPLOYEES' RETIREMENT SYSTEM'S**  
**RETIREMENT BOARD OF TRUSTEES**  
**ELECTION CALENDAR**

**2019**

## **Election for: Classified Staff Member Seat**

### **Retirement Board Meetings in ...**

#### **January 2019**

- Provide Retirement Board with 2019 Election Calendar
- Retirement Board approves 2019 Election Calendar in the meeting
- Communicate to OSERS Membership the open Board Seat for 2019
- Notice of Nominations for Board Seat – distributed by Tuesday, January 22, 2019 (note: 01.21.2019 = holiday)
  - Posted to OSERS Web Site
  - Distributed to OPS All Staff through District Communications
  - Includes “Retirement Board Trustee – Role & Responsibilities”

#### **February 2019**

- Nomination Period Opens following the February Board meeting through the end of following week Friday at 5:00 p.m.
  - Nominations must be in writing at the Retirement Office
  - Thursday, February 7, 2019 (8:00 a.m.) – Friday, February 15, 2019 (4:00 p.m.)

#### **March 2019**

- Retirement Board ratifies eligibility of nominated candidate(s) at March Board meeting (03/06/2019)
- If only one candidate is nominated – board reserves the right to not hold an election
- If more than one candidate is nominated – election is held and the election service will be engaged
- Candidate Statements due to Retirement Office by close of business Thursday, March 7, 2019 (with head-shot photo -- statement to be no more than 300 words) – via email communication

#### **April 2019**

- OSERS staff identifies eligible voters for current election (membership status as of March 31<sup>st</sup>)
- Ballots mailed to eligible voting Members via U.S. mail on Monday, April 15, 2019
  - NOTE: Ballots will not be accepted at the Retirement Office
- Election Period opens Monday, April 22, 2019 (closes Monday, May 6, 2019)
- Online ballot voting will open at 8:00 a.m. (central) on Monday, April 22, 2019 and closes at 5:00 p.m. (central) on Monday, May 6, 2019

### **May 2017**

- Ballots voted by U.S. Mail must be postmarked by Wednesday, May 6, 2019 (Postmark Date)
- Ballots voted by U.S. Mail must be received at the counting service company by Wednesday, May 13, 2019 (Received Date)
- Service company reports election results to Executive Director by Thursday, May 16, 2019

### **June 2017**

- Executive Director reports election outcome to the Retirement Board of Trustees at the June 5, 2019 Regular Board Meeting (or next scheduled Board meeting)
- Retirement Board formally “ certifies” the election results for the Minutes
- Executive Director publicly displays the election results following the Board Meeting
- The election results shall remain on display at the Retirement Office for 14 days following the date the Retirement Board certified the election results (June 19, 2019)
- Recount must be requested in writing by 5 p.m. of the 3<sup>rd</sup> business day following the Board certification meeting (Monday, June 10, 2019)
  - If recount requested, recount must be completed within 15 calendar days of request (Tuesday, June 25, 2019)

PENDING BOARD APPROVAL